***Facilities Naming Policy Committee***

***NOTES***

**Tuesday, April 29, 2014**

**4:30-6pm**

|  |  |
| --- | --- |
| **4:30 p.m.** | * Welcome and review agenda |
| **4:35 p.m.** | * Discuss the results and suggestions from March 26 Board meeting * Adoption of BP 8510 Tributes and Memorials (Action Item)   + Group discussed Board of Trustee’s concerns expressed at March PN&P with policy as currently written – specifically needing to address the academic and extra-curricular achievement recognition that is a regular practice in our schools and how the policy language would impact those practices. Committee adjusted language and revised policy. Please see revised policy – attached. * Adoption of BP 8520 Naming Rights for School District and Facilities (Action Item)   + Group discussed that the Board of Trustees PN&P subcommittee recommended that this policy be brought before the full Board of Trustees at the June 10, 2014 meeting for a full and public discussion of the policy. Jean Croxton will try to attend the meeting to provide insight on the committee’s work and address any questions the Board may have. * Procedures for Naming Rights (Information Only)   + Group discussed the Board of Trustee’s PN&P subcommittee recommendations and suggestions surrounding the Administrative Procedures for Naming Rights. In particular, on page 2 of the procedures the highlighted items below. Under criteria “1.” Change the word “or” to “and” (see below). And under criteria 3, 4, or 5, remove the words “public education” so as not to limit the committee’s consideration (see below):   “A committee, established by the Superintendent or designee, shall determine whether the individual for which naming rights have been requested, fulfills at least one (1) of the following five (5) criteria:   1. had a significant monetary contribution made “in memoriam” (51% or more) of the cost of developing a facility, and ~~or~~ established a maintenance endowment “in memoriam” of 51% or more of the projected maintenance cost for 20 years, and such donation is made with the stipulation that the name is a condition of the monetary donation; 2. is a distinguished alumni or MCPS employee with significant achievement(s); 3. performed extraordinary or outstanding public service for the good of the community ~~in regards to public education~~; 4. was an outstanding community leader who made significant civic contributions to the district and/or school ~~and gave highly productive support to the advancement of public education~~; 5. was an outstanding regional or statewide leader ~~who contributed significantly to the promotion of public education~~    * The group agreed these changes were acceptable to the administrative procedures |
| **5:15 p.m.** | * Determine June 10th Board meeting participants   + Jean Croxton will plan to be there |
| **5:25 p.m.** | * Revise the Tributes and Memorials policy   + Committee adjusted language and revised policy. Please see revised policy – attached. |
| **5:45 p.m.** | * Public Comment |
| **5:55 p.m.** | * Dismiss |

Missoula County Public Schools

**NONINSTRUCTIONAL OPERATIONS 8510**

Tributes and Memorials

The District recognizes that circumstances may exist to honor individuals, groups or events that pay tribute to or memorialize extraordinary lifetime accomplishments or events. Additionally, the District recognizes that at times traumatic events may also need to be recognized. However, as places designed primarily to support learning, schools sites and district facilities should not serve as the main venue for permanent tributes or memorials for individuals, groups or events.

This policy is not intended to replace existing practices recognizing academic or extra-curricular achievement which are currently managed by building administration.

Permanent tributes and memorials for individuals, groups or events on District property shall be limited to:

* Perpetual awards or scholarships
* Plantings (trees, shrubs, or perennials)
* Benches, tables, and other types of outdoor furnishings

Memorial signage will not be installed at the location. The names of honored individuals, groups or events will be kept and made available to the public at a centrally located site.

Any permanent memorials in existence before this policy was adopted can only be removed by a vote of the Board of Trustees.

Funerals, memorial services, or celebrations of an individual’s life will not be conducted on district property or in the school setting.

The Board authorizes the Superintendent or designee to establish procedures to administer and implement the memorials policy, including: identification and approval of memorial location(s), term(s), siting, design standards, application requirements, review processes, and record keeping.

Legal References:

Cross References:

Policy History:

Approved at Personnel, Negotiations, and Policy Committee on:

Adopted on:

Revised on: